



**URBAN DRAINAGE AND FLOOD CONTROL DISTRICT  
BOARD OF DIRECTORS**

**March 19, 2009**

**MINUTES**

**Members Present:**

Susan Beckman	Commissioner, Arapahoe County
Jerry DiTullio	Mayor, City of Wheat Ridge
Bob FitzGerald	Mayor Pro Tem, City of Aurora
Faye Griffin	Commissioner, Jefferson County
Erik Hansen	Mayor, City of Thornton
Bob Hoffmaster	Engineer
Marcia Johnson	Council Member, City and County of Denver
Peggy Lehmann	Council Member, City and County of Denver
Nancy McNally	Mayor, City of Westminster
Andrew Muckle	Mayor, Town of Superior
Bob Murphy	Mayor, City of Lakewood
Chris Nevitt	Council Member, City and County of Denver
Kathleen Novak	Mayor, City of Northglenn
Jill Repella	Commissioner, Douglas County
Dave Sellards	Engineer
Nancy Sharpe	Mayor, City of Greenwood Village
Walt Spader	Mayor Pro Tem, City and County of Broomfield

**Members Absent:**

Cindy Domenico	Commissioner, Boulder County
Bob Frie	Mayor, City of Arvada
Alice Nichol	Commissioner, Adams County
Guillermo (Bill) Vidal	Deputy Mayor, City and County of Denver

**UDFCD Staff Present:**

Paul Hindman	Executive Director
Ed Krisor	Legal Counsel
Mark Hunter	Manager, Design, Construction, and Maintenance
Ken MacKenzie	Manager, Master Planning
Kevin Stewart	Manager, Information Services and Flood Warning
Dave Bennetts	Assistant Manager, Design, Construction, and Maintenance
Richard Borchardt	Senior Project Engineer, Design, Construction, and Maintenance
Bryan Kohlenberg	Senior Project Engineer, Design, Construction, and Maintenance
David Mallory	Senior Project Engineer, Floodplain Management
Cindy Thrush	Senior Project Engineer, Design, Construction, and Maintenance
Barbara Chongtoua	Project Engineer, Design, Construction, and Maintenance
Shea Thomas	Project Engineer, Master Planning
Frank Dobbins	Director, Finance and Accounting
Darla Reeves	Finance and Accounting
Sandra Atkins	Administrative Services Manager
Michael Hageman	Student Intern
Nick Muyelle	Student Intern

**Others Present**

Dean Johnson

1. **Call to Order – 1:00 p.m.**  
Chairperson McNally called the meeting to order at 1:00 p.m.
2. **Roll Call - Determination of Quorum**  
Roll was called and a quorum was declared present.
3. **Introductions**
  - a. **Swearing in of New Board Members**  
Ed Krisor, Legal Counsel, administered the Oath of Office to Douglas County Commissioner Jill Repella.
  - b. **Staff**  
Paul Hindman introduced two new student interns, Nick Muyelle, Master Planning Program, and Michael Hageman, DC&M
  - c. **Awards**  
Paul Hindman announced that the District was the recipient of two awards.
    1. APWA Award for the SPR/Globeville Project - Bryan Kohlenberg
    2. Certificate of Achievement in Financing – Frank Dobbins, Darla Reeves
4. **Approval of February 2, 2009 Meeting Minutes**  
It was moved and seconded to approve the minutes as submitted.
5. **Public Hearing**  
Chairperson McNally opened the Public Hearing.
  - a. **Adoption of Floodplain Maps for Lower Lena Gulch in the City of Wheat Ridge; Hoffman Drainageway in Adams County and the City of Thornton; Dutch Creek, Coon Creek, Lilley Gulch, and Three Lakes Tributary in Jefferson County, Arapahoe County, City and County of Denver, and the Town of Columbine Valley - Discussion**  
The District has the authority to regulate floodplains, but it has been a long standing policy of the Board to leave floodplain regulation to the local governments as long as they do the job adequately. At the same time the Board has adopted a floodplain regulation which could be implemented on short notice if the need arose. One action available to the District to keep the regulation current is to adopt new floodplain maps as the studies are completed, which includes the requirement for a public hearing. Proper notice has been provided by mail to all affected local governments and to the public by publication in *The Denver Post*.  
  
State law requires that the Colorado Water Conservation Board designates and approves floodplains before statutory cities and counties can adopt them. Although the District is not covered by that statute, some of the local governments are, and so the District has always submitted studies to the Water Conservation Board for approval. Some of them have taken a long time to get through the system.  
  
The three floodplain studies are for Lower Lena Gulch in the City of Wheat ridge; Hoffman Drainageways in Adams county and the city of Thornton; Dutch Creek, Coon Creek, Lilley Gulch and Three Lakes Tributary in Jefferson County, Arapahoe County, City and County of Denver and the Town of Columbine Valley. Copies of the studies were available for the Board.  
  
Resolution No. 16 adopts the floodplains and floodways contained in the studies and rescinds previous floodplains and floodways adopted for these areas.  
  
Chairperson Pro Tem McNally requested comments or questions from the public. There being none, the Public Hearing for the adoption of floodplain maps was closed

**6. Presentation of 2008 Audit Report - Discussion**

Mr. Hindman stated that Dean Johnson, of Johnson, Holscher & Company, P.C. presented the 2008 audit at the annual Board meeting in February. A copy of the report was provided to all the Board members. Dean Johnson of Johnson, Holscher & Company, P.C. was present to answer questions from the Board.

**7. Consent Agenda**

**a. Review of Cash Disbursements**

Cash Disbursement list dated January and February 2009 was distributed to the Board for review.

There being no further comments or questions, it was the consensus of the Board to include approval of the Cash Disbursements on the Consent Agenda.

**b. Acceptance of 2008 Audit Report (Resolution No. 15, Series of 2009)**

This item was presented earlier as a discussion item.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 15 on the Consent Agenda.

**c. Adoption of Floodplain Maps for Lower Lena Gulch in the City of Wheat Ridge; Hoffman Drainageway in Adams County and the City of Thornton; Dutch Creek, Coon Creek, Lilley Gulch, and Three Lakes Tributary in Jefferson County, Arapahoe County, City and County of Denver, and the Town of Columbine Valley (Resolution No. 16, Series of 2009)**

This item was discussed during the Public Hearing portion of the meeting.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 16 on the Consent Agenda.

**d. Recognition of Mayor Pro Tem McClellan's Contributions to the District (Resolution No. 17, Series of 2009)**

Mayor Pro Tem McClellan has been an active Board member since she was appointed to represent the City of Centennial in March 2008. The Board thanked Mayor Pro Tem McClellan for her commitment and contribution to the Board.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 17 on the Consent Agenda.

**e. Authorization to Participate in Drainage and Flood Control Improvements on Drainageway G upstream of Highway 287 (Resolution No. 18, Series of 2009)**

This is a joint project with the City of Lafayette in Boulder County. The City of Lafayette desires to design and construct improvements to Drainageway G upstream of Highway 287 in accordance with the "Basinwide Major Drainageway Planning, City of Louisville/Boulder County Outfall System Plan" dated November 1982. The project involves upgrades to the existing channel including trail improvements, a low water crossing, and, if necessary, a drop structure.

The City of Lafayette already holds the necessary right-of-way that takes in this portion of Drainageway G. The District will be administering the design once a consulting engineering firm is selected. The District and the City of Lafayette have identified \$200,000 in project costs for design and partial funding of construction with the District's participation being \$100,000 in 2009 funds. Construction is anticipated in 2009.

Resolution No. 18 authorizes \$100,000 of District funds to at least be matched by the City of Lafayette for the design and construction of the drainage elements of the project.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 18 on the Consent Agenda.

**f. Authorization to Participate in Drainage and Flood Control Improvements on Coal Creek upstream of McCaslin Boulevard (Resolution No. 19, Series of 2009)**

This is a joint project with the Town of Superior in Boulder County. The Town of Superior desires to design and construct improvements to Coal Creek upstream of McCaslin Boulevard in accordance with the "Coal Creek (Through Town of Superior) Major Drainageway Planning Study" dated November 2006. The project includes improvements to the Second Avenue bridge and associated drainage improvements and channel grooming between Second Avenue and McCaslin Boulevard. Easement and right-of-way acquisition will be included in the project costs.

The District will be administering the design once a consulting engineering firm is selected. The District and the Town of Superior have identified \$200,000 in initial project costs for design, right-of-way acquisition, and partial funding of construction with the District's participation being \$100,000 in 2009 funds. Construction is anticipated in 2010 or 2011.

Resolution No. 19 authorizes \$100,000 of District funds to at least be matched by the Town of Superior for the design, property acquisition, and construction of the drainage elements of the project.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 19 on the Consent Agenda.

**g. Additional Authorization to Participate in Drainage and Flood Control Improvements on Little Dry Creek from Lowell to Federal Boulevard, City of Westminster and Adams County (Resolution No. 20, Series of 2009)**

This is a joint project with the City of Westminster and Adams County. The City of Westminster and Adams County desire to design and construct improvements to Little Dry Creek from Lowell to Federal Boulevard in accordance with "Little Dry Creek, Adams County Major Drainageway Planning Study" dated 1979. The drainage elements of the project consist of installation of open channel improvements including a proposed retention pond that will have detention capacity. The work will be in coordination with a recent parks master plan for this reach of Little Dry Creek.

The City of Westminster and Adams County already hold some of the necessary easements and right-of-way but this project will include acquisition of remaining parcels of land. The District will be administering the design once a consulting engineering firm is selected. Upon completion of the design and when the parties desire to construct the improvements the District will manage the work.

The District and the City of Westminster and Adams County have identified \$600,000 in additional project costs with the District's participation being \$200,000. The previous authorization, Resolution No. 54, Series of 2008 was for \$100,000 in District funds to initiate funding for design. Resolution No. 20 authorizes an additional \$200,000 of District funds to at least be matched by the City of Westminster and Adams County for the design, property acquisition, and construction of the drainage elements of the project.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 20 on the Consent Agenda.

**h. Authorization to Participate in Acquisition of 3453 Simms Street on Lena Gulch, City of Wheat Ridge (Resolution No. 21, Series of 2009)**

The acquisition of this property is being coordinated with the City of Wheat Ridge. The residence, 3453 Simms Street, is located on the south side of Lena Gulch at Simms Street north of 32<sup>nd</sup> Avenue. This lot is in the 100-year floodplain of Lena Gulch. The

City of Wheat Ridge desires to acquire the property and remove the structure(s) in order to reduce the flood exposure to inhabitants and to hold the property for any future drainage and flood control improvements on Lena Gulch. The City of Wheat Ridge has requested District participation in the acquisition, demolition, and any other related work at 3453 Simms Street. An appraisal is currently underway for the parcel. An adjacent property at 3388 Swadley Street was acquired in 2008 with District participation. The City of Wheat Ridge desires to demolish both properties at the same time and has also requested District participation in the demolition of 3388 Swadley Street as part of this authorization.

The City of Wheat Ridge has identified \$400,000 in costs for the acquisition, demolition, and other related work at 3453 Simms Street and for demolition and other related work at 3388 Swadley Street. The District's participation is \$200,000 in 2009 funds. All the work is expected to take place in 2009.

Resolution No. 21 authorizes \$200,000 of District funds to at least be matched by the City of Wheat Ridge for the acquisition, demolition, and other related work at 3453 Simms Street and for demolition and other related work at 3388 Swadley Street.

There was some discussion regarding the whether an appraisal had been conducted and of the high cost for this demolition. It was explained by District staff that the cost included added expenses due to the potential existence of hazardous materials in the structures.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 21 on the Consent Agenda.

**i. Authorization to Participate in Drainage and Flood Control Improvements on North Branch of Coon Creek, downstream of Kipling, Jefferson County (Resolution No. 22, Series of 2009)**

This is a joint project with Jefferson County. Jefferson County desires to design and construct improvements to the North Branch of Coon Creek downstream of Kipling Street in accordance with the "Dutch Creek, Coon Creek, Lilley Gulch and Three Lakes Tributary, Major Drainageway Planning and Flood Hazard Area Delineation" dated December 2008. The project consists of regrading the reach and the area around the outlet to a detention pond. A grade control structure may also be necessary.

Jefferson County already holds the necessary easements and right-of-way where the project will be carried out.

The District will be administering the design once a consulting engineering firm is selected. The District and Jefferson County desire to construct the improvements which will be managed by the District. The District and Jefferson County have identified \$80,000 in project costs for design and construction with the District's participation being \$40,000 in 2009 funds. Construction is anticipated in 2009.

Resolution No.22 authorizes \$40,000 of District funds to at least be matched by Jefferson County for the design and construction of the drainage elements of the project.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 22 on the Consent Agenda.

**j. Authorization to Participate in Drainage and Flood Control Improvements on Airport Creek at confluence with Big Dry Creek, City of Westminster (Resolution No. 23, Series of 2009)**

This is a joint project with the City of Westminster. The City of Westminster desires to design and construct improvements to Airport Creek in accordance with the "Big Dry Creek, (Tanglewood) Adams County and Tributaries" dated January 1989. The project consists of open channel improvements and protection to a large raw water pipeline. The

City of Westminster already holds the necessary easements and right-of-way where the project will be carried out.

The District is administering the design with Muller Engineering Company. The District and the City of Westminster desire to construct the improvements which will be managed by the District. The District and the City of Westminster have identified \$600,000 in project costs for design and construction with the District's participation being \$300,000 in 2009 funds. Construction is anticipated in 2009.

Resolution No.23 authorizes \$300,000 of District funds to at least be matched by the City of Westminster for design and construction of the drainage elements of the project.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 23 on the Consent Agenda.

**k. Additional Authorization to Participate in Drainage and Flood Control Improvements on McIntyre Outfall at Swamp Angel Detention Basin, in Jefferson County (Resolution No. 24, Series of 2009)**

This is a joint project with Jefferson County. Olsson Associates designed the project under contract with the District. The drainage elements of the project include installation of storm sewer pipe in McIntyre Street and outlet and capacity improvements to Swamp Angel detention basin.

Jefferson County and the City of Golden already hold the necessary easements and right-of-way where the project will be carried out. The final design is about 90% complete and the District and Jefferson County desire to construct the improvements which will be managed by Jefferson County.

The District and Jefferson County have identified \$1,935,000 in total project costs with the District's participation being \$835,000. The previous authorization, Resolution No. 37, Series of 2007 was for \$100,000 in District funds to accomplish design and to initiate funding for construction.

Resolution No. 24 authorizes an additional \$735,000 of District funds to at least be matched by Jefferson County for the design and construction of the drainage elements of the project.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 24 on the Consent Agenda.

**l. Flood Awareness (Resolution No. 25, Series of 2009)**

This is an annual resolution that recognizes that the flood season (April 15 – September 15) is approaching. The intent is to remind citizens, local governments and media that we are entering the annual flood season. It recommends self help actions that all citizens can take to deal with flood hazards; that people investigate the possibility of flooding where they live or work; recommends actions people can take if they live or work in a floodplain; and recommends that local governments meet with their local emergency preparedness units to discuss what actions to take in the event of a flood.

There being no further comments or questions, it was the consensus of the Board to place Resolution No. 25 on the Consent Agenda.

- 8. Vote on Approval of the Consent Agenda**  
It was the consensus of the Board that Resolutions No. 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, and 25, Series of 2009, and Cash Disbursements for January and February 2009 be placed on the Consent Agenda. Mayor Sharpe moved to adopt the Consent Agenda. Upon a roll call vote the motion was passed unanimously.
- 9. Reports/Discussion**  
The Executive Director's Monthly Report to the Board was distributed to the Board Members. There was no discussion.
- 10. Other Business**  
Paul Hindman indicated that this year is the District's 40<sup>th</sup> anniversary. To commemorate the occasion, reusable tote bags were purchased imprinted with the District's logo and noting the 40<sup>th</sup> anniversary. A bag was given to each Board Member.
- 11. New Business**
- a. Auditor Selection Committee**  
Mr. Hindman explained that Dean Johnson, of Johnson, Holscher & Company, P.C had conducted three audits. According to District policy the District must accept bids for a new auditor every three years. One company may provide services for only two consecutive, three year periods. Board members were asked to serve on the 2009 auditor selection committee. Bob Hoffmaster and Dave Sellards agreed to serve on the committee.
- b. Legislative Committee**  
Mr. Hindman commented that on occasion bills are presented at the Colorado General Assembly that may impact the District. He suggested to the Chairperson that the Board might want to consider establishing a Legislative Committee as a way for the Executive Director to receive direction on short notice so he could voice the District's concerns or support on various matters before the legislature.
- Commissioner Beckman suggested that perhaps a criteria should be created regarding what type of issues could possibly impact the District either financially or operationally and have them in place so the Executive Director could proceed as needed.
- Bob Hoffmaster, Dave Sellards and Nancy Sharpe agreed to serve on this committee.
- c. June 18<sup>th</sup> Board Meeting – Conflict with CML**  
Chairperson McNally noted that a quorum may not be available for the June board meeting because of members attending the CML Conference that week. By a show of hands it was confirmed that a majority of board members would be attending the CML conference. It was the consensus of the Board that the June meeting be rescheduled to the following week - Thursday, June 25<sup>th</sup>.
- d. New Web Page**  
Mr. Hindman showed the Board members an example of what the District's new web page would look like and how to find the monthly Board agenda and resolutions. The new page will be launched the first week in April.
- 12. Announcements**  
Chairperson McNally reminded the Board that the next scheduled meeting would be held on Thursday, April 16, 2009.
- 14. Adjournment**  
Chairperson McNally adjourned the meeting at 1:45 p.m.